



REPLY TO  
ATTENTION OF:

DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND PACIFIC REGION  
HEADQUARTERS, UNITED STATES ARMY GARRISON HUMPHREYS  
UNIT #15228  
APO AP 96271-5228

IMHM-MW

8 February 2013

MEMORANDUM FOR SEE DISTRIBUTION

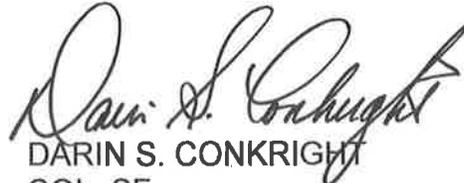
SUBJECT: United States Army Garrison Humphreys Policy Letter #56, On-Post Catering Services

1. The proponent for this policy is the Directorate of Family & Morale, Welfare, and Recreation (DF&MWR).
2. DF&MWR and its authorized contractors will be the only suppliers of catering services at USAG Humphreys in DF&MWR-managed facilities. For purposes of this policy letter, catering services is defined as "the business of providing food and beverage services in a DF&MWR facility to fifteen (15) or more people."
3. Army Regulation 420-1 prohibits garrison commanders from allowing on-post commercial enterprises, including home based enterprises, from competing with or duplicating Installation MWR Fund or AAFES sales and services.
4. **Exemptions.** This policy letter exempts certain private social functions. These exemptions include: family readiness group (FRG) meetings, chapel-sponsored suppers, neighborhood cookouts, and DF&MWR-approved FRG and unit fundraisers.
5. **Exceptions to Policy.** To request an exception to this policy, please send your written request to the Director, DF&MWR, USAG Humphreys & Area III, Unit 15228, APO AP 96271-5228, at least 21 (twenty-one) days in advance of your event. The Director will only approve an exception to policy if:
  - a. DF&MWR facilities or their approved catering providers waive their right of first refusal; and the
  - b. Proposed catering supplier meets all of the appropriate DoD health standards. Food purchased from commercial sources must originate from sanitarily approved food establishments per AR 40-657, Veterinary/Medical Food Safety, Quality Assurance and Laboratory Service, dated 21 January 2005. This regulation ensures the safety of all USFK personnel by requiring all food items meet U.S. standards for wholesomeness and quality. The USAG Humphreys' Veterinary Office maintains the worldwide directory of approved food sources, as well as a supplemental list of locally approved food sources.

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6. This policy letter will remain in effect until rescinded or superseded.
7. The point of contact for this policy is the Director, DF&MWR, at (315) 753-8830.



DARIN S. CONKRIGHT  
COL, SF  
Commanding

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